

# Dept. of Commerce, Alcoholic Bev. Div. Facts – FY '09

http://www.iowaabd.com/



## General Information

**Address:** 1918 SE Hulsizer Road  
Ankeny, IA 50021-3941

## Workforce Data (unless otherwise noted, information provided is at the end of FY '09)

# FT EEs: 59	# PT EEs: 0	# Temporary EEs: 1	Average Length of Service: 9.54
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Span of Control: 8.29	% Performance Evaluations Completed: 83.05%	Total Unemployment Insurance Claims: 3
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Employee Age Groups				Supervisor Age Groups				Females		Males	
<25	2	45-54	14	<25	1	45-54	2	# of Females:	22	# of Males:	37
25-34	13	55-64	19	25-34	2	55-64	3	% of WF:	37.29%	% of WF:	62.71%
35-44	10	65+	1	35-44	0	65+	0	Average Age:	48.73	Average Age:	44.61
Employee Average Age: 46.14				Supervisor Average Age: 49.66				Average Length of Service: 15.93		Average Length of Service: 5.75	

Minorities		Breakout of Minorities		Non-minorities	
# of Minorities:	4	# of African-American:	1	# of Non-minorities:	55
% of Workforce:	6.78%	# of Asian:	0	% of Workforce:	93.22%
Average Age:	38.53	# of American Indian:	0	Average Age:	46.70
Average Length of Service:	2.26	# of Hispanic or Latino:	3	Average Length of Service:	10.07

Persons With Disabilities		Persons With Non-Disabilities	
# of Persons With Disabilities:	0	# of Persons With Non-Disabilities:	58
% of Workforce:	0%	% of Workforce:	98.31%
Average Age:	N/A	Average Age:	46.00
Average Length of Service:	N/A	Average Length of Service:	9.23

Officials/Administrators EEO Category 1: 5	Professionals EEO Category 2: 16	Technicians EEO Category 3: 2	Protective Service: Sworn EEO Category 4: 0
Protect. Serv.: Non-Sworn EEO Category 5: 0	Administrative Services EEO Category 6: 8	Skilled Craft EEO Category 7: 0	Service/Maintenance EEO Category 8: 28

Separation Rate: 15.00%	Hire Rate: 11.67%	Number Hires: 7	Transfer In: 0
Retirements: 0	All Terminations: 6	Voluntary Quits: 1	Transfer Out: 2

# of Classes Used: 19	Most Populous Classes: Warehouse Operations Wkr (15), Transport Drive (13), Clerk-Specialist (5)		
Separations - By Class:	Warehouse Operations Wkr (4), Transport Driver (3)		
# Eligible for Retirement:	15 in next 5 years	% Eligible: 25.42%	

## Leave and Benefits (unless otherwise noted, information provided is at the end of FY '09)

Vacation Payouts: \$5,191.82	Sick Leave Payouts: \$0	Annual Payroll: \$3,106,159	Avg. Base Salary: \$47,548.19	Overtime Days Worked: 935.9
Overtime Cost: \$184,739.02	Reassignment Pay: \$0	Recruitment Bonus Pay: \$0	Retention Pay: \$0	Exceptional Job Performance Pay: \$0
Workers' Comp Payouts: \$11,545.69	Vacation Pay - Earned Value: \$196,396.52	Vacation Days Earned: 1,053.8	Vacation Used Expense: \$166,375.29	Vacation Days Taken: 846.3
Workers' Comp Days Used: 205	Sick Leave Days Earned: 1,056.0	Reg. Sick Leave Used Expense: \$95,327.35	Reg. Sick Leave Days Used: 563.7	Converted Sick Leave To Vacation Days Used: 41.0
	Sick Leave -Earned Value: \$182,232.20		Avg. Sick Leave Days Per EE: 9.55	Converted Sick Leave To Vacation Used Expense: \$7,663.20
Injury Leave Used Expense: \$0	Injury Leave Days Used: 0	Classification Appeals: N/A	<u>Reclassifications</u> Up (Filled): 0 Up (Vacant): 0 Down (Filled): 0 Down (Vacant): 0 Lateral (Filled): 0 Lateral (Vacant): 0 Approx. Annual New Cost of Reclassified Positions:* \$0	<u>Grievances</u> Contract Grievances: 6 Disciplinary: 2 Language: 4 Non-Contract Grievances: 0 Disciplinary: 0 Language: 0 Arbitrations: 0
Funeral Leave Used Expense: \$10,365.26	Funeral Days Used: 54.9	Extraordinary Pay: \$0		
Jury Leave Used Expense: \$741.14	Jury Leave Days Used: 3.1	Special Duty Pay: \$0		

\* based on difference between average of old and new pay grade FY '09. Vacancies and laterals were not calculated into the "cost."

## Affirmative Action (Underutilization [UU] and Gains/Losses)

<b>Females:</b> Begin of Year (FY '09) UU: 2	<b>Minorities:</b> Begin of Year (FY '09) UU: 0	<b>PWD:</b> Begin of Year (FY '09) UU: 7
Gains/Losses (FY '09): 0	Gains/Losses (FY '09): 0	Gains/Losses (FY '09): 0
End of Year (FY '09) UU: 2	End of Year (FY '09) UU: 0	End of Year (FY '09) UU: 7

Sources: AS400 Queries; "Just the Facts for FY'09" Almanac; Department of Management; DAS-HRE Labor Relations Team and DAS-HRE Personnel Officers.

Date of Completion: December 2009